		1
EXHIBIT	NO.	

Docket Item #6

SPECIAL USE PERMIT # SUP2005-0121

Planning Commission Meeting

January 3, 2006

ISSUE:

Consideration of a request for a special use permit for a temporary sales

trailer.

APPLICANT:

NV Homes

by Todd Stafford

LOCATION:

908 West Glebe Road

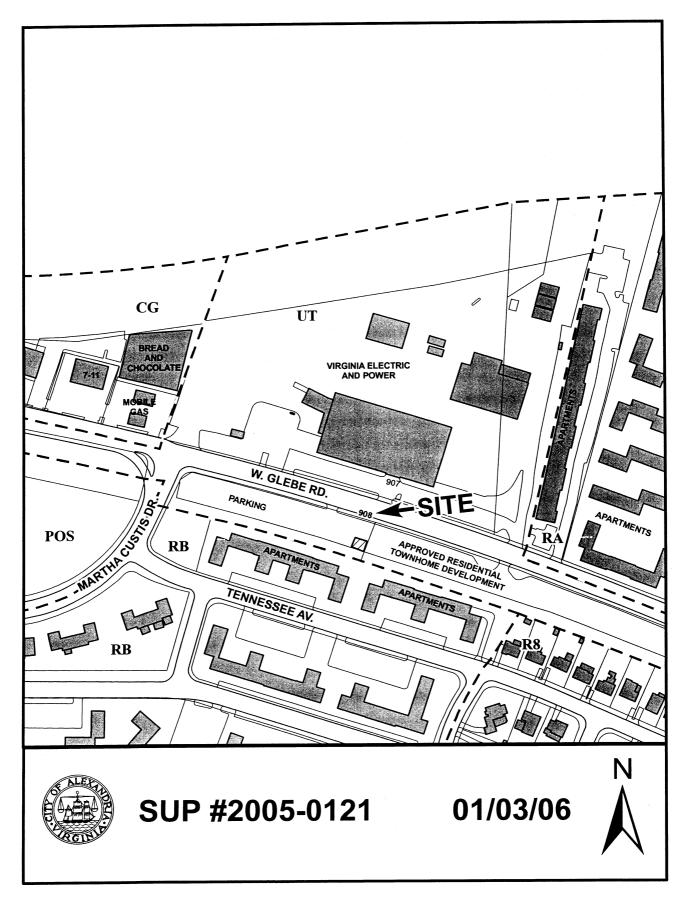
ZONE:

UT/Utility Transportation

<u>PLANNING COMMISSION ACTION, JANUARY 3, 2006</u>: By unanimous consent, the Planning Commission <u>recommended approval</u> of the request, subject to compliance with all applicable codes, ordinances and staff recommendations.

Reason: The Planning Commission agreed with the staff analysis.

STAFF RECOMMENDATION: Staff recommends **approval** subject to compliance with all applicable codes and ordinances and the recommended permit conditions found in Section III of this report.



I. DISCUSSION

REQUEST

The applicant, NV Homes, requests special use permit approval for the operation of a sales trailer located at 908 West Glebe Road.

SITE DESCRIPTION

The subject property is one lot of record with 843 feet of frontage on West Glebe Road, 94.5 feet of depth and a total lot area of 38,524 square feet. The site is currently a parking lot used by Dominion Virginia Power Company. The Dominion Virginia Power Company has agreed to allow NV Homes use of the property to operate a sales trailer. Access to the property is from West Glebe Road.



The surrounding area is occupied by a mix of residential and public utility uses. Immediately to the north, across W. Glebe Road, is the Dominion Virginia Power Company. To the south are residential homes located along Tennessee Avenue. To the east and west are residential properties.

BACKGROUND

The applicant plans to build 24-townhomes on the property on parcel B(DSP# 2003-0013), beside the proposed trailer which is to be located on parcel A. The proposed trailer will be located on property belonging to, Dominion Virginia Power Company. The property is currently used as overflow parking for Dominion Virginia Power Company. Dominion Virginia Power Company has authorized NV Homes to set up a trailer in their parking lot along with a temporary electric service structure (See attached correspondence).

PROPOSAL

The applicant, NV Homes, proposes to place a sales trailer at 908 West Glebe Road for six months. The proposed sales trailer will be used as a sales office by two NV Homes employees, providing potential homeowners of the adjacent townhomes home buying assistance. At staff's request, the applicant proposes to install landscaping according to the attached plan.

Hours of Operation: Monday 2:00PM-6:00PM
Tuesday-Saturday 10:00AM- 6:00PM
Sunday 11:00AM- 6:00PM

Number of Customers: 10 per week

Employees:

2 per day

Noise:

Noise generated will be general office noise that will be confined within the trailer. The only exterior noise will be vehicles arriving and exiting the property.

Trash/Litter:

Office paper will be generated. Approximately one municipal trash can every two weeks will be filled. Trash will be collected and recycled by a cleaning agency once per week

agency once per week.

PARKING

According to Section 8-200 (A)(18) of the Zoning Ordinance, an office with 672 square feet of office space requires one parking space for every 450 square feet. An office with 672 square feet will be required to provide 2 off-street parking spaces. The applicant is proposing to provide five off-street parking spaces to be located to the front of the sales trailer.

ZONING/MASTER PLAN DESIGNATION

The subject property is located in the UT (Utilities and Transportation) zone. Section 7-1101 (C) of the Zoning Ordinance allows a sales trailer in the Utility Transportation zone only with a special use permit.

The proposed use is consistent with the Northridge/Rosemont Small Area Plan chapter of the Master Plan which designates the property for Utility Transportation use.

II. STAFF ANALYSIS

Staff does not object to the applicant's proposed office trailer at 908 West Glebe Road. The trailer is proposed to be located at the site for six months and is located on an under-utilized parking lot. Although the applicant is proposing the trailer for six months, staff is recommending twelve months to accommodate any unexpected delays. The applicant has agreed to install landscaping on the property, indicated on the submitted landscaping plan.

Staff recommends approval of the special use permit.

III. RECOMMENDED CONDITIONS

Staff recommends **approval** subject to compliance with all applicable codes and ordinances and the following conditions:

- 1. The special use permit shall be granted to the applicant only or to any corporation in which the applicant has a controlling interest. (P&Z)
- 2. The hours of operation for the sales trailer shall be limited to between 9:00AM-6:00PM Daily. (P&Z)
- 3. The applicant shall post the hours of operation at the entrance of the business. (P&Z)
- 4. The temporary sales trailer shall be removed one year from the date of approval of the special use permit. (P&Z)
- 5. The applicant is to contact the Community Relations Unit of the Alexandria Police Department at 703 838-4520 regarding a Larceny Awareness program for all employees and a security survey for the construction trailer as soon as it is in place. (Police)
- 6. The Director of Planning and Zoning shall review the special use permit after it has been operational for six months, and shall docket the matter for consideration by the Planning Commission and City Council if (a) there have been documented violations of the permit conditions which were not corrected immediately, constitute repeat violations or which create a direct and immediate adverse zoning impact on the surrounding community; (b) the director has received a request from any person to docket the permit for review, or (c) the director has determined that there are problems with the operation of the use and that new or revised conditions are needed. (P&Z)

STAFF: Eileen Fogarty, Director, Department of Planning and Zoning; Richard Josephson, Deputy Director; James Hunt, Urban Planner.

Staff Note: In accordance with section 11-506(c) of the zoning ordinance, construction or operation shall be commenced and diligently and substantially pursued within 18 months of the date of granting of a special use permit by City Council or the special use permit shall become void.

IV. CITY DEPARTMENT COMMENTS

Legend: C - code requirement R - recommendation S - suggestion F - finding

<u>Transportation</u> & <u>Environmental Services</u>:

F-1 No Comment

Code Enforcement:

- F-1 The proposed trailer will be located on property belonging to another owner. The applicant has submitted a letter of authorization from the parcel owner granting permission to install the trailer on the owner's property.
- C-1 The proposed construction shall conform with the Virginia Uniform Statewide Building Code.
- C-2 Handicapped accessibility shall be provided to the trailer.
- C-3 The trailer shall bear a seal showing compliance with the Virginia Industrialized Building Code.
- C-4 A building permit is required for the proposed work. Submit Five sets of drawings with the permit application.

Health Department:

F-1 No Comment

Police Department:

- R-1 The applicant is to contact the Community Relations Unit of the Alexandria Police Department at 703 838-4520 regarding a security survey for the construction trailer as soon as it is in place.
- R-2 The applicant is to contact the Community Relations Unit of the Alexandria Police Department at 703 838-4520 regarding a Larceny Awareness program for all employees.

Recreation:

F-1 No Comment

APPLICATION for SPECIAL USE PERMIT # 2005-0121

[must use black ink or type]		Jan Jan
PROPERTY LOCATION: 908 West GLE	be Ro	
TAX MAP REFERENCE: <u>006.01-02-0</u>	22	CONE: RB
APPLICANT Name: NV Homes		
Address: 3130 Fairnew Park	DR, FOLLS CHURCH, V	s 22042
PROPERTY OWNER Name: BROOKFIELD	GLESE RO LLC	
Address: 8500 Executive R	en Ave, Suite 300, F	SIRFAX, Va 22031
PROPOSED USE: SALES CENTER		
THE UNDERSIGNED hereby applies for a Special Section 11-500 of the 1992 Zoning Ordinance of the City of A THE UNDERSIGNED, having obtained permission of Alexandria to post placard notice on the property for whice 11-301(B) of the 1992 Zoning Ordinance of the City of Alexandria	lexandria, Virginia. from the property owner, hereb h this application is requested, p	y grants permission to the City
THE UNDERSIGNED hereby attests that all of the in drawings, etc., required to be furnished by the applicant are true. The applicant is hereby notified that any written materials, draw any specific oral representations made to the Planning Comm application will be binding on the applicant unless those mate illustrative of general plans and intentions, subject to substantia 1992 Zoning Ordinance of the City of Alexandria, Virginia.	e, correct and accurate to the best vings or illustrations submitted in ission or City Council in the courials or representations are clea	of their knowledge and belief. support of this application and arse of public hearings on this rly stated to be non-binding or
c		
Print Name of Applicant or Agent	Signatu	are
3130 Faleuf Park De Mailing/Street Address	708/641-0700 Tel Mhone #	703-641-027Z
Faus Church Va 22042 City and State: Zip Code	Date	
===== DO NOT WRITE BELOW THIS L	INE - OFFICE USE ON	VLY ======
Application Received: Date of	& Fee Paid:	\$\$
ACTION - PLANNING COMMISSION:		-
ACTION - CITY COUNCIL:		

07/26/99 p:\zoning\pc-appl\forms\app-sup1

Special Use Permit #20050121

All applicants must complete this form. Supplemental forms are required for child care facilities, restaurants, automobile oriented uses and freestanding signs requiring special use permit approval.

1. The applicant is (check one) [] the Owner Contract Purchaser [] Lessee or Contract Pozatasec From Bazuffa o How The Advant Lots of the subject Have Permission to the Reverse From Beau State the name, address and percent of ownership of any person or entity owning in the applicant, unless the entity is a corporation or partnership in which case ide owner of more than ten percent. NV Homes Size Fairum Razu D Frus Church, Va 27047 If property owner or applicant is being represented by an authorized agent such as a company and a company an	property.
State the name, address and percent of ownership of any person or entity owning in the applicant, unless the entity is a corporation or partnership in which case ide owner of more than ten percent. NV Homes 3(30 Foizum Reu De Fous Chuzch, Vo 22047 If property owner or applicant is being represented by an authorized agent such as an	
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Soitz 100 Fous Chozeff, Vo. 22047 If property owner or applicant is being represented by an authorized agent such as an	
Fous Chuzch, Vo 2204Z If property owner or applicant is being represented by an authorized agent such as an	
If property owner or applicant is being represented by an authorized agent such as a	****
If property owner or applicant is being represented by an authorized agent such as a	
realtor, or other person for which there is some form of compensation, does this as business in which the agent is employed have a business license to operate in the Alexandria, Virginia?	gent or the
[] Yes. Provide proof of current City business license	
[] No. The agent shall obtain a business license prior to filing application if required by the City Code.	ι,

NARRATIVE DESCRIPTION

3. The applicant shall describe below the nature of the request <u>in detail</u> so that the Planning Commission and City Council can understand the nature of the operation and the use, including such items as the nature of the activity, the number and type of patrons, the number of employees, the hours, how parking is to be provided for employees and patrons, and whether the use will generate any noise. (Attach additional sheets if necessary)

THE PROPOSED USE OF THIS SPACE IS A SALES CENTRA, THE
SALES CENTER WILL INCLUDE AN OFFICE TRAILER & POEKING
SPACES. SALES OF THE ADJACENT PEODERTY, THE WEST GLESSE
RO TOWNHOUSE PROJECT WILL TAKE PLACE IN THE TEALER.
Two NVHOMES EMPLOYEES WILL BE ONSITE DURING ALL
BUSINESS HOURS. NV HOMES EXPECTS TO SEE APPROXIMATELY
10 PATRONS PER WEEK AT THE SALES CENTER. THE Hours
OF OPERATION WILL BE MONDAY Z: - 6:00, TUESDAY - SATURDAY
10:00 - 6:00 AND SUNDAY 11:00 - 6:00. PARLING IS TO BE
PROVIDED ON SITE FOR BOTH POTRONS & EMPLOYEES. THE
Soles CENTER WILL GENERATE NEGLIGIBLE NOISE, CONSISTING
OF MINIMAL VEHICULAR TRAFFIC.
<u> </u>

USE CHARACTERISTICS

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4.	The proposed	special use	permu request	IS TOT:	— іспеск опеі
	F	-F	p	10 101.	(0.10011 0.10)

a new use requiring a special use permit,

- [] a development special use permit,
- [] an expansion or change to an existing use without a special use permit,
- [] expansion or change to an existing use with a special use permit,
- [] other. Please describe:

5. Please describe the capacity of the proposed use:

A. How many patrons, clients, pupils and other such users do you expect? Specify time period (i.e., day, hour, or shift).

Morrosy Z: C: C: Tuesday - Saturday 10: - G: OF, AND SUNDAY 11: 02 - G: QE

B. How many employees, staff and other personnel do you expect? Specify time period (i.e., day, hour, or shift).

Two NV Homes Employers will be Person theing The Bosiness Hoves or Monday Z: -6:00, Tuesday - Soturday 10:00-6:00 And Sunday 11:00-6:00

6. Please describe the proposed hours and days of operation of the proposed use:

Day:

: Hours:

Monoay
Tuesday, WEDNESDAY, THUESDAY
FELDAY, SATURDAY
SUNDAY

7. Please describe any potential noise emanating from the proposed use:

A. Describe the noise levels anticipated from all mechanical equipment and patrons.

Noise GENERATED WILL BE NEGLIGIBLE, ALL MECHANICAL EQUIPMENT WILL OPERATE INSIDE OF THE TRAILER, THE OWING EXTERIOR NOISE WILL BE MINIMOL VEHICULAR TRAFFIC.

	Pourry on & OFF 5176.
Des	There Should be NO Olors Emansting From The Soles Central
 Plea A.	use provide information regarding trash and litter generated by the use: What type of trash and garbage will be generated by the use?
- *-	OFFICE POPER WILL BE THE ONLY TROOM CHERROSED
В.	How much trash and garbage will be generated by the use? Apploximately ONE MUNICIPLE Trash CON Every Z WEGUS
	How much trash and garbage will be generated by the use?

Special Use Permit #<u>2005-0121</u>

10.	Will any hazardous materials, as defined by the state or federal government, be handled, stored, or generated on the property?
	[] Yes. X No.
	If yes, provide the name, monthly quantity, and specific disposal method below:
11.	Will any organic compounds, for example paint, ink, lacquer thinner, or cleaning or degreasing solvent, be handled, stored, or generated on the property?
	[] Yes. X No.
	If yes, provide the name, monthly quantity, and specific disposal method below:
12.	What methods are proposed to ensure the safety of residents, employees and patrons? NV Homes will Ensure All OSHA & VOSHA REGULATIONS WILL BE COMPLIED WITH.
AL	COHOL SALES
13.	Will the proposed use include the sale of beer, wine, or mixed drinks?
	[] Yes. No.
	If yes, describe alcohol sales below, including if the ABC license will include on-premises and/or off-premises sales. Existing uses must describe their existing alcohol sales and/or service and identify any proposed changes in that aspect of the operation.

PARKING AND ACCESS REQUIREMENTS

14.

	A.	How many parking spaces are required for the proposed use pursuant to section 8-200 (A) of the zoning ordinance?	
		4 CALCULATED By USING TOSES FOR RETAIL, WOLNEY RETAIL OF HOMES IN TRAIL	q
	B.	How many parking spaces of each type are provided for the proposed use: Standard spaces	
		Compact spaces Handicapped accessible spaces. Other.	
	C. Where is required parking located? X on-site [] off-site (check one) If the required parking will be located off-site, where will it be located:		
		Pursuant to section 8-200 (C) of the zoning ordinance, commercial and industrial uses	
		may provide off-site parking within 500 feet of the proposed use, provided that the off-site parking is located on land zoned for commercial or industrial uses. All other uses must provide parking on-site, except that off-street parking may be provided within 300 feet of the use with a special use permit.	
	D.	may provide off-site parking within 500 feet of the proposed use, provided that the off-site parking is located on land zoned for commercial or industrial uses. All other uses must provide parking on-site, except that off-street parking may be provided within 300 feet of	
5.		may provide off-site parking within 500 feet of the proposed use, provided that the off-site parking is located on land zoned for commercial or industrial uses. All other uses must provide parking on-site, except that off-street parking may be provided within 300 feet of the use with a special use permit. If a reduction in the required parking is requested, pursuant to section 8-100 (A) (4) or (5) of the zoning ordinance, complete the PARKING REDUCTION SUPPLEMENTAL	
.5.		may provide off-site parking within 500 feet of the proposed use, provided that the off-site parking is located on land zoned for commercial or industrial uses. All other uses must provide parking on-site, except that off-street parking may be provided within 300 feet of the use with a special use permit. If a reduction in the required parking is requested, pursuant to section 8-100 (A) (4) or (5) of the zoning ordinance, complete the PARKING REDUCTION SUPPLEMENTAL APPLICATION.	
5.	Plea	may provide off-site parking within 500 feet of the proposed use, provided that the off-site parking is located on land zoned for commercial or industrial uses. All other uses must provide parking on-site, except that off-street parking may be provided within 300 feet of the use with a special use permit. If a reduction in the required parking is requested, pursuant to section 8-100 (A) (4) or (5) of the zoning ordinance, complete the PARKING REDUCTION SUPPLEMENTAL APPLICATION. Is provide information regarding loading and unloading facilities for the use: How many loading spaces are required for the use, per section 8-200 (B) of the	

D. During what hours of the day do you expect loading/unloading operations to occ	
	WA
E.	How frequently are loading/unloading operations expected to occur, per day or per week as appropriate?
	N/R
turr	treet access to the subject property adequate or are any street improvements, such as a new ning lane, necessary to minimize impacts on traffic flow?
_(THE CURECUT USE AS A PARKING LOT & THE MINIMOL TRAFFIC
-70	5 THE SALES CENTER, NO IMPROVEMENTS AZE NECKOSSZZ
	HARACTERISTICS
Wil	I the proposed uses be located in an existing building? [] Yes No you propose to construct an addition to the building? [] Yes No
Do	you propose to construct an addition to the building? [] Yes No
Hov	w large will the addition be? N_{Δ} square feet.
Wh	at will the total area occupied by the proposed use be?
	sq. ft. (existing) + sq. ft. (addition if any) =sq. ft. (total)
The	proposed use is located in: (check one)
[]a	a stand alone building [] a house located in a residential zone [] a warehouse
[] a	shopping center. Please provide name of the center:
[]a	an office building. Please provide name of the building:
Мo	other, please describe: A PARKING LOT ADJACENT TO THE WEST GLEBS RO TOWNHOUSE PROSECT
/ `	Tonnhouse Prosect

JUPA005-012/

October 10, 2005

BROOKFIELD

HOMES

NV Homes 3130 Fairview Park Drive, Suite 100 Falls Church, VA 22042

Attn: Mr. Todd Stafford

Costing Project Manager

Re:

West Glebe Townhouse Project

Todd:

Per our conversation of last week, Brookfield Glebe Road LLC as developers of the West Glebe Road Townhouse Project along the south side of West Glebe Road and east of Valley Drive, and as current owner of Parcels A and B encompassing approximately 2.6 Acres recorded in Deed Book 768 Page 285, do not have an objection with your Company (NV Homes) utilizing Parcel A and its current parking lot for use in locating your proposed Sales and Marketing trailer for the project being constructed on Parcel B of the subject site. Please keep in mind, however, you should still seek similar permission from Virginia Electric and Power Company for this use and will also need to obtain whatever permits necessary from the City of Alexandria for such use before proceeding.

If you have any questions or need anything further from this office please do not hesitate to contact us.

Sincerely,

BROOKFIELD HOMES

Dean D. Dubbe Project Manager

BROOKFIELD HOMES, INC.

Stafford, Todd

SUP 2005-0121

From:

Hargest, Joshua

Sent:

Monday, October 17, 2005 8:56 AM

To: Subject: Stafford, Todd FW: Glebe Rd parking lot

FYI

----Original Message----

From: Chris_Hare@dom.com [mailto:Chris_Hare@dom.com]

Sent: Tuesday, October 11, 2005 9:56 \overline{AM}

To: Hargest, Joshua

Subject: Glebe Rd parking lot

As we discussed previously, you have permission to set up your site construction trailer in our parking lot next to your development, along with your temporary electric service structure. Please use this email as Dominions' confirmation.

Chris Hare Coordinator - Delivery Design 703-838-2393 Phone Center 1-888-667-3000

Track your project online at dom.com

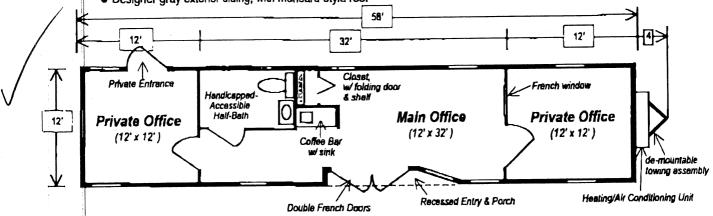
CONFIDENTIALITY NOTICE: This electronic message contains information which may be legally confidential and/or privileged and does not in any case represent a firm ENERGY COMMODITY bid or offer relating thereto which binds the sender without an additional express written confirmation to that effect. The information is intended solely for the individual or entity named above and access by anyone else is unauthorized. If you are not the intended recipient, any disclosure, copying, distribution, or use of the contents of this information is prohibited and may be unlawful. If you have received this electronic transmission in error, please reply immediately to the sender that you have received the message in error, and delete it. Thank you.

The GSD-1256

Designer EXT



- 12' x 56' building size; 12' x 60' overall size (w/ de-mountable towing hitch)
- (2) 12' x 12' private offices; (1) 12' x 32' office or display area
- · Wall-to-wall carpet throughout
- Interior and exterior French doors
- Designer gray exterior siding, with mansard-style roof
- Recessed, diffused fluorescent interior lighting
- 672 square feet of interior floor space
- All-electric; central heat & air conditioning
- 50 lbs. per square foot allowable floor load
- Ideal workspace capacity: 3-8 people



- 12" JR I-beam outrigger chassis frame
- = 2" x 6" floor joists, 16" O.C.
- 3-1/2 R-11 floor insulation
- 5/8" floor decking
- Commercial-grade carpeting
- 2" x 4" wall studs, 16" O.C.
- Prefinished, vinyl-clad wall covering
- Thirteen 120V electrical outlets
- Electric water heater
- Ten 24" x 53" vertical sliding windows

- Central heating & air conditioning
- Plenum wall, for HVAC noise reduction
- Coffee bar with steel sink, 48' counter,
 & storage cabinet undemeath
- Decorator siding with matching trim
- Storage closet with folding wood door
- Recessed front entry with porch
- Double 36" x 80" French-style exterior doors with keyed lock & dead bolt
- One standard 36" x 80" exterior door at private entrance

- One 36" x 80" French-style interior door
- Two 36" x 80" standard interior doors
- Ten 4' twin-tube recessed diffused fluorescent lights
- Prefinished gypsum board ceiling, 8' AFF
- Five adjustable heal/air diffusers in ceiling
- 6" R-19 ceiling insulation
- Decorative mansard-style roof trim

NOTES: • Building requires single-phase electrical service (125 amps optimal)

o Some features and floor plans may differ slightly among GSD-1256 Designer EXT's

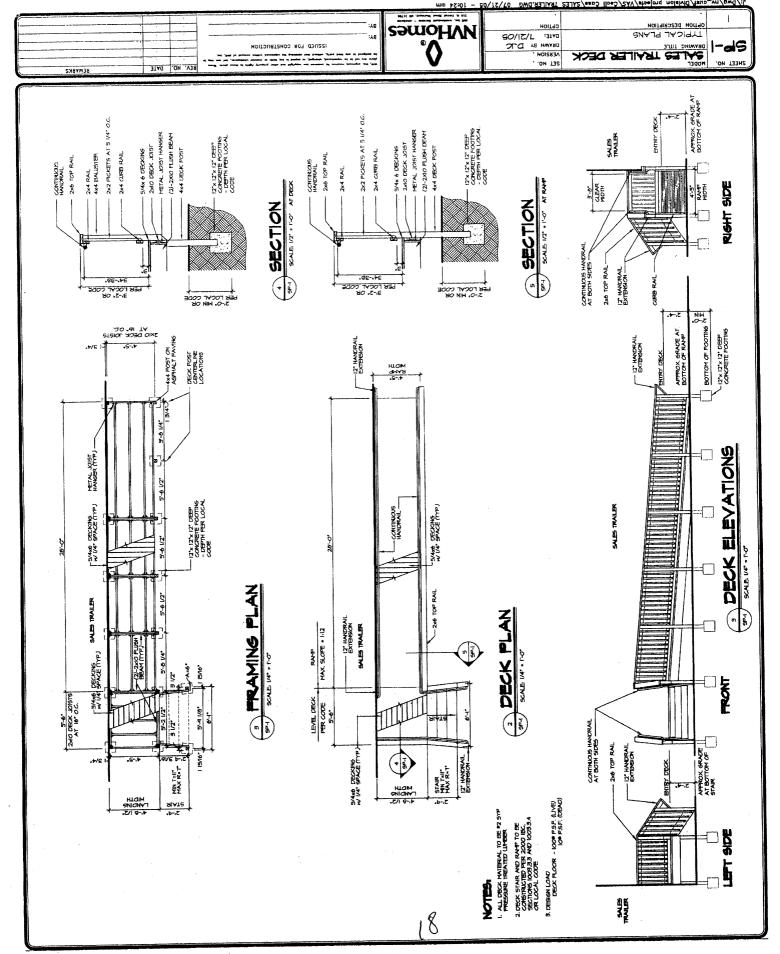


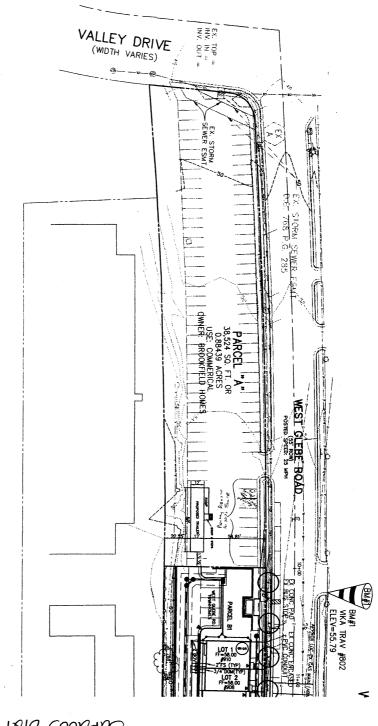
modspace.com

GE Capital Modular Space

We bring good things to life.

SUP2005-0121





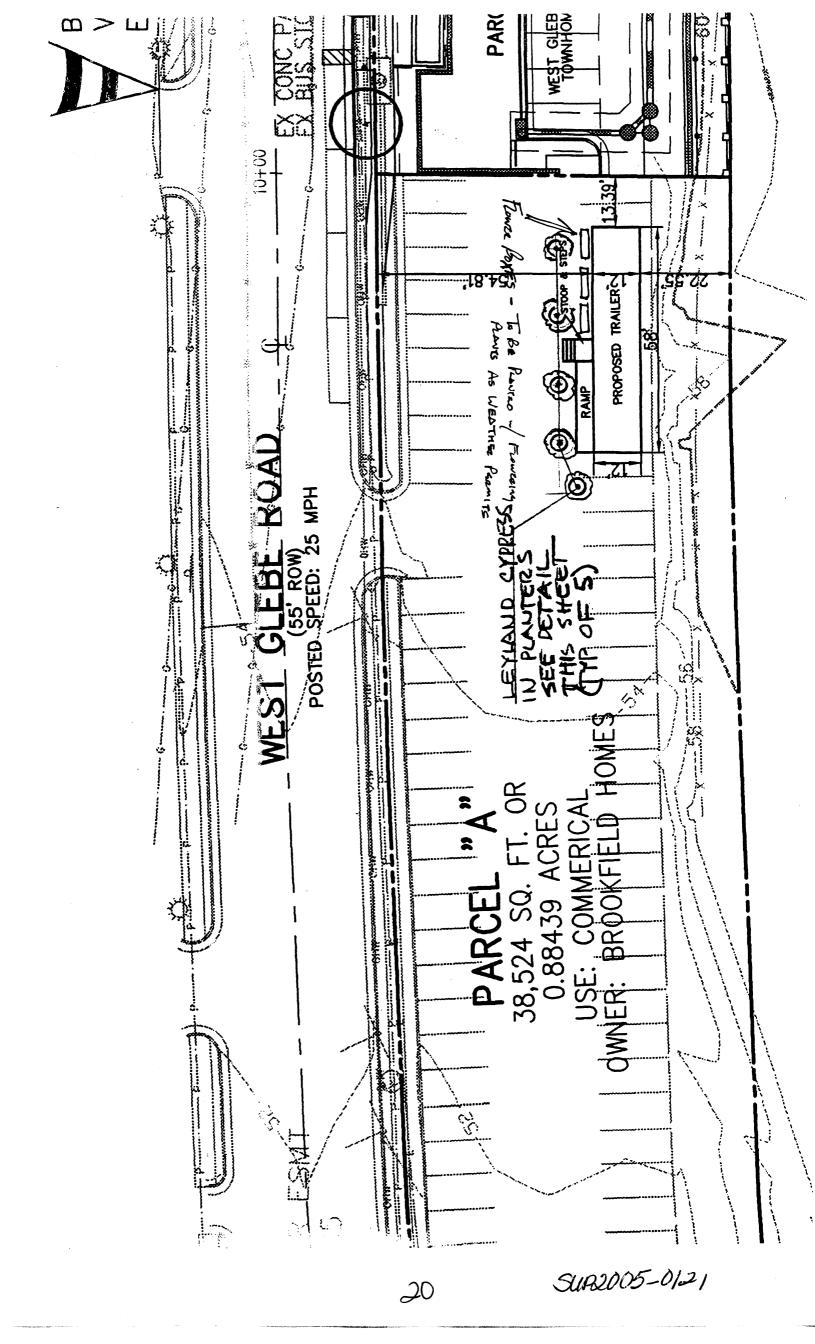
1610-20089US



CONSTRUCTION TRAILER SITE PLAN

WEST GLEBE ROAD TOWNHOUSE PROJECT CITY OF ALEXANDRIA, VIRGINIA





APPLICATION for SPECIAL USE PERMIT #2005-0121

[must use black ink or type]	\a^
PROPERTY LOCATION: 908 West Glebe Po	
TAX MAP REFERENCE: <u>006.01-02-07</u>	ZONE: RB
APPLICANT Name: NV Homes	
Address: 3130 FAIRNEW PARK DR, FOLLS CHUR	ch, Va 22042
PROPERTY OWNER Name: BROOKFIELO GLESE RO LL	<u>C, </u>
Address: <u>8500 Executive Rem Ave, Swite 3</u> PROPOSED USE: <u>Sales Center</u>	300, Fairfax , Va 22031
THE UNDERSIGNED hereby applies for a Special Use Permit in accordance of the City of Alexandria, Virginia. THE UNDERSIGNED, having obtained permission from the property owner of Alexandria to post placard notice on the property for which this application is required in the property of the 1992 Zoning Ordinance of the City of Alexandria, Virginia. THE UNDERSIGNED hereby attests that all of the information herein provided.	er, hereby grants permission to the City uested, pursuant to Article XI, Section and specifically including all surveys,
drawings, etc., required to be furnished by the applicant are true, correct and accurate to The applicant is hereby notified that any written materials, drawings or illustrations subtains specific oral representations made to the Planning Commission or City Council in application will be binding on the applicant unless those materials or representations illustrative of general plans and intentions, subject to substantial revision, pursuant to A 1992 Zoning Ordinance of the City of Alexandria, Virginia.	o the best of their knowledge and belief. mitted in support of this application and n the course of public hearings on this are clearly stated to be non-binding or
TOOD STAFFORD	
	ignature
3130 Faleufew Park De Tolf641-07 Mailing/Street Address Telfhone #	00 <u>703-641-027</u> Z
Faus Church Va 22042 City and State Zip Code	Date
====== DO NOT WRITE BELOW THIS LINE - OFFICE U.	SE ONLY =====
Application Received: Date & Fee Paid:	
ACTION - PLANNING COMMISSIONBy unanimous consent ,	
ACTION - CITY COUNCIL: 1/21/06 - CC approved PC re	commendation 7-0